



Broseley Town Council

The Library Building
Bridgnorth Road
Broseley
Shropshire
TF12 5EL
01952 882172

<http://www.broseleytowncouncil.co.uk>

NOTICE IS HEREBY GIVEN that an Estates Committee meeting of the above named Town Council will be held at the Birchmeadow Centre, Broseley, commencing at 7 pm on Tuesday **17 March 2020** and Members are hereby summoned to attend for the purpose of transacting the following business.

A handwritten signature in blue ink, appearing to read "S. Clayton".

Signed:

Sharon Clayton MPA, BA (Hons), Fellow SLCC
Locum Town Clerk

Date of issue: 11 March 2020

A G E N D A

FILMING AND RECORDING OF COUNCIL MEETINGS AND THE REQUIREMENTS OF THE DATA PROTECTION ACT 2018

Any person present at a Council meeting may not orally report or comment about a Council meeting as it takes place but otherwise may; film photograph, or make an audio recording of a meeting; use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; report or comment on the proceedings in writing during or after a meeting, or orally report or comment after the meeting. Anyone making a recording for non-domestic purposes is advised to seek advice on their obligations to ensure any processing of personal information complies with the Data Protection Act.

Anyone who objects to being filmed or recorded should notify the Clerk prior to the commencement of the meeting.

1. Chairman's Welcome

2. Apologies for absence

To receive apologies for absence

3. Public Participation

Members of the public will be given an opportunity to make representations to the parish council on matters included on the agenda or which are of public interest

4. Disclosure of Pecuniary Interests

Members are required to declare a disclosable pecuniary interest in a matter to be discussed at this meeting and which is not included in the Register of Interests. Members should leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the Register of Members' Interests maintained by the monitoring officer

5. Minutes

To **CONSIDER** and **APPROVE** the minutes from an Estates Committee meeting held on 21 January 2020

6. Shropshire Council

To receive a verbal report from Shropshire Councillor, Simon Harris

- a) Solar Lighting Project- King Street Broseley to Complete End of March
- b) SLA for the library building

7. Birchmeadow Centre Management

To receive a verbal update from the chair of the BMCM

- a) To receive an accounts report

8. Birchmeadow Centre Maintenance/ Alterations

- a) To receive a verbal update from the chair
- b) To consider and approve the purchase of acoustic doors

9. Birchmeadow Park

- a) To receive a verbal update from the chair
- b) To NOTE that the black safety service has been repaired

10. Multi-Use Games Area (MUGA)

To receive a verbal update from the MUGA group and to consider for approval any action required

11. Library/office/carpark maintenance alterations

- a) To receive an update from the Locum Town Clerk regarding the library/office/car park maintenance
- b) To consider and approve a request for a Training Construction Workshop to be held on the Library car park

12. Outdoor Spaces / Property

- a) Guest Road Play Area – to NOTE that the agreed visual and mechanical inspection has been carried out, with a report that the play equipment is in good order and in a safe / serviceable condition
- b) To NOTE that the annual ROSPA inspection is yet to be carried out
- c) To NOTE any maintenance issues and approve any action required

13. Streetlight Issues

- a) To receive a verbal update from Cllr Simon Harris
- b) To receive a general report on streetlight issues

14. Broseley Town Council - New Work Vehicle

To consider and approve the purchase of a new vehicle

15. Cemetery

- a) To NOTE any updates regarding the cemetery and to consider and approve any action required from the last ECM
- b) To NOTE that the Gazebo has been purchased and the groundsmen have signed a risk assessment to operate
- c) To NOTE that the electricity supply to the new cabin has been installed
- d) To NOTE that the new pump for the cemetery has been purchased

16. Public Toilets

- a) To NOTE that the baby change has been vandalised within the public toilets
- b) To consider and approve retrospectively the cost of £342.00 for the repair and installation of the new baby change table (agreed between the Locum Town Clerk and the Chairman on 6 March 2020 - in accordance with Financial Regulations)

17. Broseley in Bloom

To NOTE an update concerning Broseley in Bloom

18. Finance

To receive a financial update

19. Insurance

To consider and approve a review of the Council's insurance

20. Correspondence

To NOTE any correspondence received and to consider and approve any action required

21. Agenda Items for Next Meeting

Members are invited to suggest items for inclusion on the agenda for the next meeting

22. Date for Future Meeting

To NOTE that the next meeting will take place on Tuesday 19 May 2020 at the Birchmeadow Centre